

RECOMMENDATIONS FOR MULTIFAMILY DESIGN & MATERIALS

The purpose of the CalHFA Architectural Review is to determine if a project meets the Agency's recommended architectural standards. Upon review, we will provide comments and/or recommendations within 15 business days that you may choose to incorporate into the final project documents. Once the initial review process has been completed, no additional design recommendations will be made.

DOCUMENTS

The following list identifies the stages of CalHFA's design review and the required documents.

CONCEPTUAL DESIGN REVIEW *(optional but highly recommended)*

Conceptual plans may be submitted by the developer or architect prior to the formal Loan Application.

- ☐ Conceptual plans sufficient to reflect the character and intent of the project. Typical plans include: site plan, building floor plans, elevations, and typical unit plans.
- ☐ Unit floor plans with furniture layouts reflecting minimum furnishings needed for the expected family size.

PRELIMINARY DESIGN REVIEW FOR FINAL LOAN COMMITMENT

(Preferably submitted six weeks prior to the scheduled CalHFA Board of Directors meeting)

- ☐ Design development plans: site plan, preliminary grading plan with existing topographical contours, building plans 1/8"=1'-0" scale, exterior elevations, typical cross section(s), unit plans 1/4"=1'-0", furniture plan (unless previously provided) and conceptual landscape plans
- ☐ Loan Application Package Reports

Reports listed below and submitted to underwriting will also be reviewed by CalHFA Architectural Services.

 - ☐ Soils/Geotechnical Report, dated within two years of submission
 - ☐ ALTA/Topo survey, stamped and signed within one year of submission
 - ☐ Outline Specifications HUD Form 5087 (identifying minimum expected level of quality and scope)
 - ☐ Acoustical Report (if required by locality or requested by CalHFA)
 - ☐ Project Schedule (if special handling is requested)

CONSTRUCTION DOCUMENT REVIEW

(Preferably submitted six weeks prior to the scheduled construction loan closing or when submitted for plan check review)

- ☐ Construction Documents (architectural, structural, mechanical, electrical, plumbing, civil, landscape) submitted normally at 90% completion or when submitted for plan check review.
- ☐ Project Specifications Manual based on CSI standards, include AIA General Conditions A201-1997. Projects with less than 26 units may choose an alternate specification format.
- ☐ Design/build contracts for simple mechanical/electrical/plumbing plans if prepared by appropriately licensed engineer on projects with less than 26 units. Design/build plans are subject to CalHFA review prior to start of construction.

CalHFA's design review is based on the following recommendations.

UNIT LIVABILITY**Apartment Unit Plan Design**

The long-term marketability of apartment units is affected not only by their sizes but also by the livability of the units. One important functional component of livability is the ability of the space to accommodate the potential number of occupants and the basic pieces of common furniture necessary for daily activities. The furniture plan may reveal conflicts in the unit layout which are not otherwise obvious. Please provide typical unit plans at 1/4"=1'-0" scale.

Unit Design Components**Kitchen**

- ☐ Kitchen cabinet and appliance space for one and two bedroom units is recommended at 16 lineal feet, with the addition of a pantry for larger units. Include 18" minimum clear counter space on one side of each appliance and fixture and 9" minimum counter space on the opposite side of the range.

Bathrooms

- ☐ Optimal number of bathrooms per unit size:
 - Three bedroom units - minimum 1 1/2 bathrooms
 - Four bedroom units - minimum 1 3/4 bathrooms
 - Three bedroom or larger townhouse units - minimum half-bath on the entry level (when a bedroom occurs on the entry level a complete bathroom should be provided)

Closets

- ☐ Six lineal feet of closet in the master bedroom, five lineal feet in the other bedrooms
- ☐ Entry coat closet
- ☐ Linen closet in multiple bedroom units

Windows

- ☐ Identify window sill height above finish floor on exterior elevations. Height should comply with both building code requirements and child safety considerations.

COMMON AREA DESIGN CONCEPTS

- ☐ Community/Recreation Center for family and senior projects at 12 square feet per unit with a community kitchen including sink, refrigerator and range or microwave (not necessary in projects with less than 16 units)
- ☐ Management office with a waiting area at 100 square feet minimum (not necessary in projects with fewer than 16 units)
- ☐ Maintenance workshop and storage room with a workbench, sink, and shelving area
- ☐ Common area laundry room when washers/dryers are not provided in the units including one accessible front loading washer, a floor drain, folding table and seating area (recommend one washer/dryer per 12 family units, one each per 30 senior units)
- ☐ Elevators in multi-story senior projects
- ☐ Trash chutes (with ventilated vestibules) in three-story and taller elevator buildings
- ☐ Exterior trash enclosures with enclosure protection and a nearby hose bib
- ☐ In Supportive Housing Developments, office space for service staff and service space

Site Accessibility

- ☐ Accessible path to the primary entry of all ground floor units
- ☐ Accessible path to all common area facilities (show walkways, slope and landing dimensions at ramps, accessible parking spaces, van stall location, and trash enclosures)

Note: The development must be designed in accordance with all applicable accessibility requirements. In particular, it should be noted that if the project also receives funding from a federal source, federal laws governing accessibility may apply.

RECOMMENDED MATERIALS BY DIVISION

These standards have been developed to define a minimum level of quality and project scope of work. The content is organized in the CSI Master Format 2004.

General Requirements – Division 01

- ☐ General Conditions AIA A201-1997
- ☐ Architect's Observation reports (monthly)
- ☐ Extended contractor guarantee minimums: three years on roofing, two years on elastomeric coating, waterproofing, sheet metal, caulking and sealants
- ☐ Roofing with a 20 year minimum, No Dollar Limit (NDL) manufacturer's warranty.

Thermal and Moisture Protection – Division 07

- ☐ Roof slope minimum of 3/8" in 12"
- ☐ Exterior entry door protection
- ☐ Gutters and downspouts at eaves less than 12" on one-story buildings and less than 24" on two-story buildings
- ☐ Downspouts routed to underground drain system, concrete splash blocks, or hard surface

Doors and Windows – Division 08

- ☐ Remote control opener where individual garage doors are used
- ☐ Unit entry door(s) with integral release of lockset and separate dead-bolt
- ☐ Unit entry door viewer

Finishes – Division 09

- ☐ Fiber cement siding preferred over less durable products such as T-1 11
- ☐ Polystyrene stucco forms (if used) should include mesh reinforcement installed per Plastering Information Bureau or other industry standard (not recommended below 7'-0" AFF or where abusive contact may occur)
- ☐ Carpet over habitable spaces or provide STC and IIC rated assembly details if another acceptable quality floor covering is used
- ☐ Back-primed or back-coated exterior wood and wood type products
- ☐ Paint applied per manufacturer's recommendations

Specialties – Division 10

- ☐ Exterior mailboxes (sheltered, illuminated and accessible)
- ☐ Senior projects with handrail on one side of corridor complying with ANSI 117.1
- ☐ Screw flange mounted shower curtain rod
- ☐ Recessed medicine cabinet or storage within bathroom
- ☐ Where bathtubs are installed in senior projects, recommend installation of two 24" grab bars at control end and/or long side of tub or one 48" grab bar

Equipment – Division 11

- ☐ Refrigerators, range/ovens, range hoods, and garbage disposals in every unit. Energy star refrigerators, dishwashers and washing machines, when provided
- ☐ Refrigerator minimum sizes for one and two bedroom units, 14 cubic feet; larger units, 16 cubic feet
- ☐ Ducted range hoods in family units; ductless hoods acceptable in senior units
- ☐ ½ hp garbage disposals in family units, ¼ hp in senior units
- ☐ Play equipment at family projects appropriate to the project size and unit mix

Furnishings – Division 12

- ☐ Woodwork Institute (WI) Economy Grade minimum standard for cabinet fabrication and installation. Vinyl cabinets not recommended

Conveying Systems – Division 14

- ☐ Elevator minimum 2,500 lb. capacity with one year maintenance contract

Plumbing – Division 22

- ☐ Where central boilers are used in buildings with more than 25 units, a multi-boiler system should be designed to provide redundancy and/or backup
- ☐ Copper pipes preferred but PEX is acceptable for domestic water if locality approves
- ☐ Kitchen sink in family unit, double bowl or 24" wide minimum single bowl if dishwasher is provided. Senior projects may use a single sink without a dishwasher

Heating, Ventilation and Air Conditioning – Division 23

- ☐ Heated bathrooms
- ☐ Heated corridors at senior projects
- ☐ Bathroom exhaust fan (with a low sound rating) switched with primary ceiling light, or connected to a humidistat
- ☐ HVAC system per comparable market-rate units
- ☐ Air conditioning in community center and management offices

Electrical – Division 26

- ☐ Site utilities placed underground

Earthwork – Division 31

- ☐ Soil treatment for termites at slab-on-grade units
- ☐ Site grading minimums: 2% for five feet from building, 1% on pervious swales, .05% on impervious swales
- ☐ Current Soils/Geotechnical Report incorporated as part of scope of work. Letter from soils engineer indicating completed project is in compliance with Soils Report

Exterior Improvements – Division 32

- ☐ Grading plan indicating drainage patterns and elevations of finish floors, finish pads, building corners, landings and ramps, etc.
- ☐ Retaining walls greater than 18" constructed of concrete or CMU
- ☐ Landscape plans and specifications by licensed landscape architect using drought resistant plants and water conservation techniques
- ☐ Screening of unsightly items, such as transformers, with appropriate landscape planting or architectural screen
- ☐ Quick couplers/hose bibs @ 150' o.c. maximum and near trash enclosures
- ☐ Landscape maintenance contract, 60 day minimum, and one year guarantee for trees
- ☐ Trash enclosures with 6" thick concrete apron and concrete curbs or other devices to protect inside walls
- ☐ Concrete curbs or walks separating asphalt from planting at all driveways and parking areas